

# Committee of Council Agenda

Tuesday, April 28, 2020

2:00 p.m.

Council Chambers

3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

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Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

*That the Tuesday, April 28, 2020, Committee of Council Meeting Agenda be adopted as circulated.*

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

1

Recommendation:

*That the minutes of the following Committee of Council Meetings be adopted:*

- April 7, 2020
- April 14, 2020.

4. REPORTS

4.1 Cultural Development and Community Services - Division Update (verbal report)

Recommendation:

None.

4.2 Rezoning Application - 2951 Coast Meridian Road

10

Recommendation:

*That Committee of Council recommend to Council:*

1. *That the zoning of 2951 Coast Meridian Road be amended from RS1*

*(Residential*

*Single Dwelling 1) to RD (Residential Duplex).*

2. *That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
  - a. *Installation of tree protection prior to issuance of a demolition permit;*
  - b. *Demolition of the existing building(s);*
  - c. *Submission of a security to ensure tree retention in the amount of \$1,500;*
  - d. *Completion of design and submission of securities and fees for off-site works and services, including construction of the lane adjacent to 2959 Coast Meridian Road; and,*
  - e. *Registration of a legal agreement to restrict secondary suites and the height of the main floor to no greater than 8.13m geodetic.*

**4.3 Coach House Development Permit Application - 3771 Somerset Street**

31

Recommendation:

*That Committee of Council approve Development Permit DP000422 to regulate a coach house development at 3771 Somerset Street.*

**5. COUNCILLORS' UPDATE**

**6. MAYOR'S UPDATE**

**7. CAO UPDATE**

**8. RESOLUTION TO CLOSE**

**8.1 Resolution to Close**

Recommendation:

*That the Committee of Council Meeting of Tuesday, April 28, 2020, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:*

Item 5.1

*e. the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

Item 5.2

*e. the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality.*

Item 5.3

*c. labour relations or other employee relations.*

**9. ADJOURNMENT**

**9.1 Adjournment of the Meeting**

Recommendation:

*That the Tuesday, April 28, 2020, Committee of Council Meeting be adjourned.*

**10. MEETING NOTES**



# Committee of Council Minutes

Tuesday, April 7, 2020

Council Chambers

3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Present: Chair - Mayor West  
Councillor Darling  
Councillor Dupont  
Councillor McCurrach  
Councillor Penner  
Councillor Pollock  
Councillor Washington

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## 1. CALL TO ORDER

The meeting was called to order at 2:10 p.m.

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

#### Moved-Seconded:

*That the Tuesday, April 7, 2020, Committee of Council Meeting Agenda be adopted with the following changes:*

- *Deletion of Item 4.5;*
- *Addition of Attachment 1 to Item 4.9; and*
- *Addition of subsections of Section 90 of the Community Charter:*  
*Item 5.6*

*e) the acquisition, disposition, or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

*k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of council, could reasonably be expected to harm the interests of the municipality if they were held in public.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

### **3. CONFIRMATION OF MINUTES**

#### **3.1 Minutes of Committee of Council**

Moved-Seconded:

*That the minutes of the following Committee of Council Meetings be adopted:*

- *March 17, 2020*
- *March 24, 2020.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

### **4. REPORTS**

#### **4.1 Accessory Automobile Sales in General Industrial Zone**

Moved-Seconded:

*That Committee of Council recommend to Council that the Zoning Bylaw be amended to permit the accessory retail sales of rebuilt automobiles and light trucks in the M1 General Industrial zone.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

#### **4.2 Request for Extension - 3346 Finley Street**

Moved-Seconded:

*That Committee of Council extend the date of expiry for adoption of Zoning Amendment Bylaw No. 4125 to May 28, 2021.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

#### **4.3 UBCM Housing Needs Report Program**

Moved-Seconded:

*That Committee of Council recommends that Council authorize staff to apply to the 2020 UBCM Housing Needs Report intake program for funding to develop housing needs report.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

#### **4.4 Liquor Establishment Policy Amendment**

Moved-Seconded:

*That Committee of Council recommend Council approve an amendment to the Liquor Establishment Policy to provide for later closing times for liquor manufacturing establishments with a lounge endorsement area.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

#### **4.5 Coach House Development Permit Application – 3766 Somerset Street**

This item was deleted from the agenda.

#### **4.6 Coach House Development Permit Application – 3176 Kilmer Street**

Moved-Seconded:

*That Committee of Council approve Development Permit DP000391 to regulate a coach house development at 3176 Kilmer Street.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

#### **4.7 February 2020 Community Centre Update**

Staff provided an update and answered questions from Committee.

#### **4.8 Prairie Avenue – Design Recommendations Update**

Moved-Seconded:

*That Committee of Council approve the Prairie Avenue road design option as presented in the April 7, 2020 staff report, "Prairie Avenue - Design Recommendations Update" and direct staff to proceed with detailed design.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

#### **4.9 2020 Draft Budget - Public Input**

Staff presented a summary of the public input received for the 2020 draft budget and answered questions from Committee.

#### **5. COUNCILLOR'S UPDATE**

None.

#### **6. MAYOR'S UPDATE**

None.

#### **7. CAO UPDATE**

None.

#### **8. RESOLUTION TO CLOSE**

##### **8.1 Resolution to Close**

Moved-Seconded:

*That the Committee of Council Meeting of Tuesday, April 7, 2020, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:*

Item 5.1

*k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;*

Item 5.2

*l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];*

Item 5.3

*l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report];*

Item 5.4

*e. the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

Item 5.5

*i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*

Item 5.6

*e. the acquisition, disposition, or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

*k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of council, could reasonably be expected to harm the interests of the municipality if they were held in public.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

**9. ADJOURNMENT**

**9.1 Adjournment of the Meeting**

Moved-Seconded:

*That the Tuesday, April 7, 2020, Committee of Council Meeting be adjourned at 8:30 p.m.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

**10. MEETING NOTES**

The meeting recessed at 2:46 p.m. and reconvened at 2:55 p.m.

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Mayor

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Corporate Officer





# Committee of Council Minutes

Tuesday, April 14, 2020

Council Chambers

3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Absent: Chair - Mayor West  
Councillor Darling  
Councillor Dupont  
Councillor McCurrach  
Councillor Penner  
Councillor Pollock  
Councillor Washington

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## 1. CALL TO ORDER

The meeting was called to order at 3:10 p.m.

## 2. ADOPTION OF THE AGENDA

### 2.1 Adoption of the Agenda

Moved-Seconded:

*That the Tuesday, April 14, 2020, Committee of Council Meeting Agenda be adopted as circulated.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

## 3. CONFIRMATION OF MINUTES

None.

## 4. REPORTS

### 4.1 RCMP 2019 Year in Review: City of Port Coquitlam

RCMP gave a presentation on 2019 third trimester and annual results.

### 4.2 Coach House Development Permit Application – 3766 Somerset Street

Moved-Seconded:

*That Committee of Council approve Development Permit DP000408 to regulate a coach house development at 3766 Somerset Street.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

#### **4.3 Port Coquitlam/Coquitlam Intermunicipal Maintenance Agreement**

Moved-Seconded:

*That Committee of Council recommend to Council to:*

1. *Authorize the Mayor and Clerk to execute on behalf of the City of Port Coquitlam an agreement with the City of Coquitlam for the maintenance of municipal boundary locations described in the attached document titled "Coquitlam/Port Coquitlam Infrastructure Maintenance and Cost Sharing Agreement;" and*
2. *Pursuant to Section 13 of the Community Charter, SBC 2003, C26, consent to the City of Coquitlam providing maintenance services in Port Coquitlam as described in the agreement.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

#### **4.4 McAllister Streetscape Design Options**

Moved-Seconded:

*That Committee of Council direct staff to proceed with detailed design for option two, of the McAllister Avenue Streetscape.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

#### **5. COUNCILLORS' UPDATE**

None.

#### **6. MAYOR'S UPDATE**

None.

#### **7. CAO UPDATE**

None.

## **8. RESOLUTION TO CLOSE**

### **8.1 Resolution to Close**

Moved-Seconded:

*That the Committee of Council Meeting of Tuesday, April 14, 2020, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:*

Item 5.1

*e. the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

*k. negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;*

Item 5.2

*e. the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;*

Item 5.3

*i. the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and*

*l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

## **9. ADJOURNMENT**

### **9.1 Adjournment of the Meeting**

Moved-Seconded:

*That the Tuesday, April 14, 2020, Committee of Council Meeting be adjourned at 7:01 p.m.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

**10. MEETING NOTES**

The meeting recessed at 3:58 p.m. and reconvened at 4:05 p.m.

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Mayor

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Corporate Officer

## 2951 Coast Meridian Road – Rezoning Application

### RECOMMENDATION:

That Committee of Council recommend to Council:

1. That the zoning of 2951 Coast Meridian Road be amended from RS1 (Residential Single Dwelling 1) to RD (Residential Duplex).
2. That prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
  - a. Installation of tree protection prior to issuance of a demolition permit;
  - b. Demolition of the existing building(s);
  - c. Submission of a security to ensure tree retention in the amount of \$1,500;
  - d. Completion of design and submission of securities and fees for off-site works and services, including construction of the lane adjacent to 2959 Coast Meridian Road; and,
  - e. Registration of a legal agreement to restrict secondary suites and the height of the main floor to no greater than 8.13m geodetic.

### REPORT SUMMARY

This report provides for consideration of a rezoning application to amend the zoning at 2951 Coast Meridian Road from RS1 (Residential Single Dwelling 1) to RD (Residential Duplex) to allow for a duplex use. As the proposed development would be in keeping with policies of the Official Community Plan which encourage additional dwellings in established neighbourhoods, retention of mature trees and infrastructure improvements, it is recommended for approval.

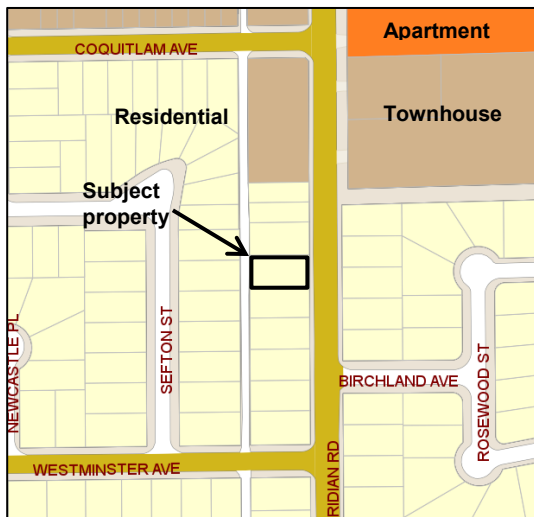
### BACKGROUND

**Proposal:** The applicants, Mrs. and Mr. Alizada, has proposed to redevelop a 63-foot wide lot located mid-block on the west side of Coast Meridian Road between Coquitlam and Westminster Avenues with a two-storey (plus basement) duplex.

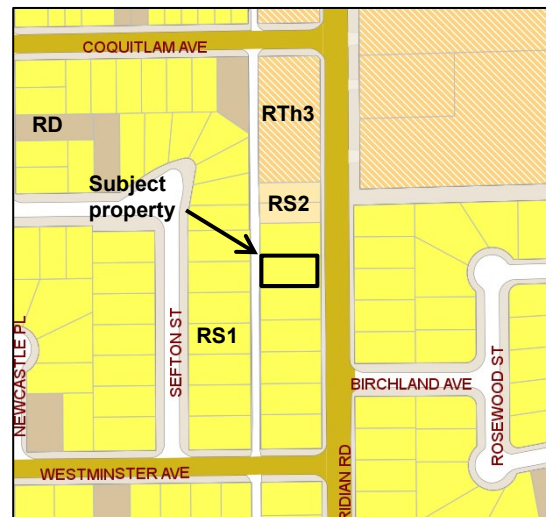


## 2951 Coast Meridian Road – Rezoning Application

**Policy and Regulations:** The site is currently zoned RS1 – Residential Single Dwelling 1; the proposed zoning is RD – Residential Duplex. The site is located in an area designated in the Official Community Plan as R – Residential.



Current OCP Land Designations



Current Zoning

The Official Community Plan encourages duplexes in areas designated Residential and provides for consideration of a rezoning to permit a duplex use if it is a corner lot or if there is no other duplex within 100m on or fronting the same street and if the rezoning would result in public benefits such as: dedication of lands; installation of adjacent infrastructure or extension of infrastructure to address gaps; retention of a heritage feature or a superior quality design of buildings and landscaping that enhances fit with the established neighbourhood character.

Duplex development is regulated by the Intensive Residential Development Permit area guidelines in the OCP. The guidelines for duplex development encourages a high quality of building design that is respectful of established neighbourhood characteristics, encourages vehicle access from the lane, the planting of at least two trees in the front yard and landscaping that provides privacy and minimizes hard surfaces.

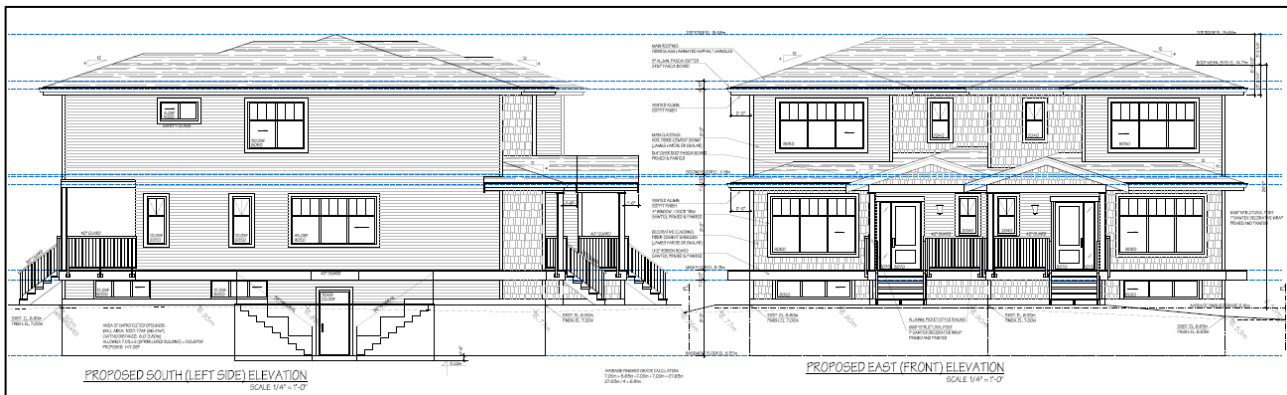
**Site Context:** The 702m<sup>2</sup> (7,556 ft<sup>2</sup>) lot is relatively flat and currently occupied by an older single-family home with vehicular access from Coast Meridian Road. Surrounding land uses include single-residential and townhouse uses. The house to the north is a relatively new two-storey house and the house to the south is a one storey with a partially above ground basement. The rear lane is partially paved from Coquitlam Avenue southward but ends behind 2973 Coast Meridian Road.

**Proposed Development:** The applicant is proposing to construct a two-storey plus basement side-by-side duplex. The proposed duplex units would each have a floor area of approximately 191 m<sup>2</sup> (2,061 ft<sup>2</sup>) on the two main floors, plus a 115m<sup>2</sup> (1,241 ft<sup>2</sup>) unfinished basement and a detached

## 2951 Coast Meridian Road – Rezoning Application

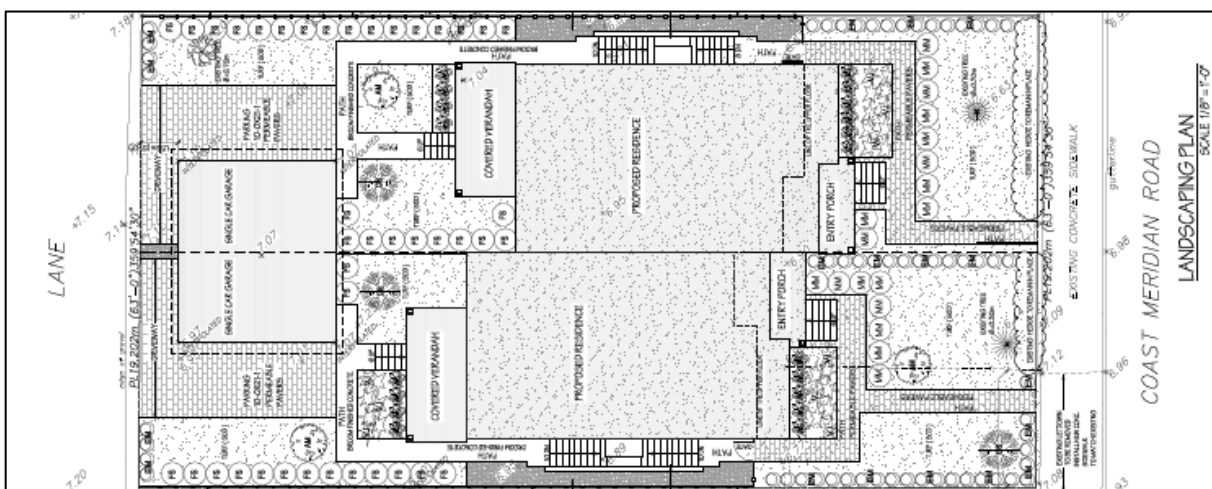
garage. Each unit would have an individual front entrance from Coast Meridian, with vehicular access from the rear lane.

The applicant describes the proposed architectural style as modern craftsman. To breakdown the front façade and building massing, the proposed design staggers the orientation of the dwelling units and incorporates variable roof lines. Each unit has a small street-friendly front porch and a useable rear deck. Cladding material consist of high quality fibre-cement horizontal board and wall shingles



**Proposed front and south side building façades**

The proposed landscape plan calls for planting three amur maple and three colorado spruce trees, as well as a variety of hedges and shrubs in addition to retention of three mature trees. Privacy between units is to be provided by hedging and a fence in the rear yard. The parking pads at the rear are to be partially screened with landscaping and designed to have permeable pavers to increase the pervious surface area.

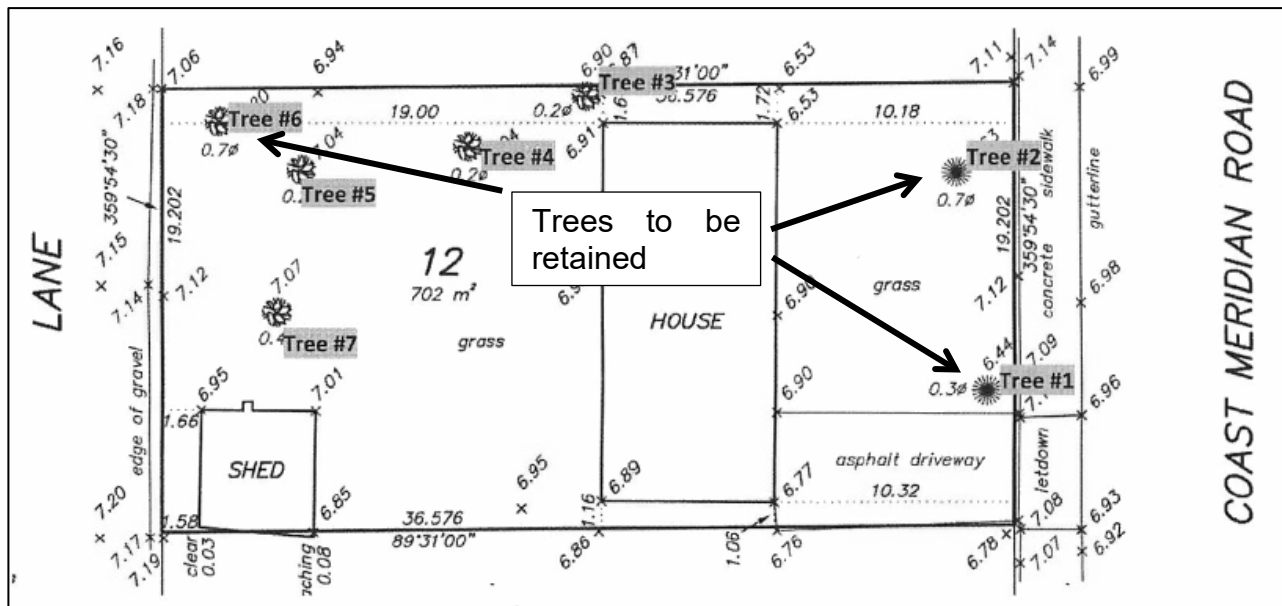


**Proposed site plan and landscaping**



## 2951 Coast Meridian Road – Rezoning Application

**Trees:** There are seven trees on the lot shown on the map below which consist of a large western redcedar, spruce and chestnut and four smaller ornamental trees consisting of two Japanese maples, lilac and mountain ash. The applicant has submitted an arborist report assessing the health and retention potential for each of these trees. In keeping with the recommendations of this report, the applicant intends to retain the three larger trees on the site (tree #1 – spruce, tree #2 – western redcedar, tree #6 – chestnut) and coordinate development under the supervision of an arborist. Four smaller ornamental trees would be removed as they are within the construction footprint. In accordance with the Tree Bylaw, these trees will be replaced.



Map of existing trees / trees to be retained

### Off-site infrastructure and servicing:

In accordance with the Subdivision Servicing Bylaw, required offsite improvements and servicing will include:

- Upgrading Coast Meridian Road (road paving 1/2 road plus 1 meter, curb and gutter, sidewalk and street lighting) and the storm sewer if they do not meet City standards.
- Removing the existing driveway letdown on Coast Meridian Road and replacing with barrier curb and gutter and sidewalk.
- Lane improvements, including paving and storm drainage.
- Installation of service connections (water, sewer, sanitary) to each unit.
- Installation of a fire hydrant.

### DISCUSSION

**Land use and design:** The Official Community Plan was amended in 2018 to allow greater opportunity for duplexes to be located within established neighbourhoods and this proposal meets



## 2951 Coast Meridian Road – Rezoning Application

this intent and complies with policies of the Plan for duplexes as there are no other sites on the same street within 100m that are zoned to permit this use, the design of the buildings and landscaping are of a high quality and the rezoning would result in off-site infrastructure improvements.

The building has been designed in a manner that is sensitive to the context of the site, which consists of mostly 1 and 2 storey homes. Although there are two full stories plus a basement on each side of the duplex, the building is designed to only have a two and a quarter storey profile which brings the scale down to meet the surrounding context while still allowing natural light into the basement. In addition, the two halves of the duplex have been staggered and include wall articulation and roof elements to help break-down the building mass. The final design of the building and landscaping would be confirmed in Committee's future consideration of the development permit, if the rezoning is approved. Given recent community concern about the height and mass of new houses and duplexes in the community, Staff recommends that a legal agreement be registered on title to ensure the basement protrudes above grade no more than shown in the proposed design.

The proposal would also allow the City to address a gap in infrastructure by requiring the lane improvements to extend beyond the property to include a 20m segment of the lane behind 2959 Coast Meridian Road. This would allow for paved access from Coquitlam Avenue to the subject site as shown on the diagram below. Staff recommend this extension be included as a condition of the rezoning.

**Secondary suites:** The duplex zone does not allow for secondary suites, which is consistent with the current BC Building Code for Part 9 buildings. The Province is in process of amending the Code to allow for secondary suites in duplexes; once these changes are enacted, the City can review it's regulations to determine if suites in duplexes are appropriate and if, so, how to appropriately address impacts such as building massing, parking and neighbourhood fit.



Recommended lane paving

For this property, staff note that additional parking stalls could not be accommodated on site. Therefore, if a secondary suite were ultimately permitted, it would have impacts to the neighbourhood. Staff recommend that a legal agreement be registered on title to ensure future owners are aware that secondary suite would not be a permitted use.

**Tree preservation and replacement:** The proposed development would require the removal of four ornamental trees in order to accommodate the new building and its required parking. The applicant has proposed replacing the four trees with six new trees (3 Colorado spruce and 3 amur maple) and preserving 3 large mature trees. Parks staff is satisfied with the assessment of the trees in the arbourist report and the proposed replacement plan. It is recommended protective fencing be installed prior to demolition of the existing building to protect these trees during construction processes and a security of \$1500 be required to ensure the trees are retained and best practices are following during construction.

### **FINANCIAL IMPLICATIONS**

None.

### **PUBLIC CONSULTATION**

The applicant contacted adjacent residents to provide them with information about the application and has submitted letters indicating their neighbours have no concern with the application. A sign notifying residents of the application is posted on the site and to date staff has not received any input.


Pursuant to section 464(2) of the *Local Government Act*, a local government may waive a public hearing where the bylaw is consistent with the Official Community Plan. Notice is provided to neighbours and the broader community through direct mailouts and newspaper advertisements. Individuals may submit written comments concerning the impact of the proposed development to be considered by Council.

At the April 7<sup>th</sup>, 2020 Special Council Meeting, a motion was passed by Council to waive public hearings due to the COVID pandemic where the application is eligible.

The rezoning application is consistent with the Official Community Plan and therefore eligible to have the public hearing waived. Notice will be mailed to surrounding properties as required by "Development Procedure Bylaw 2013, No. 3849" and advertised in the local paper. Written comments can be submitted to the City for consideration by Council.

## 2951 Coast Meridian Road – Rezoning Application

### **OPTIONS** (✓ = Staff Recommendation)

	#	Description
	1	Recommend to Council that the zoning of 2951 Coast Meridian Road be amended from RS1 to RD and that the specified conditions be met prior to adoption of the rezoning bylaw.
	2	Request additional information or amendments to the application to address specified issues prior to making a decision on the application
	3	Recommend to Council that the rezoning application be refused.

### **ATTACHMENTS**

Attachment 1: Arborist report

**Lead author(s):** Bryan Sherrell

# ABC TREE MEN

## CERTIFIED ARBORIST REPORT

**PROJECT LOCATION:**

2951 Coast Meridian Rd, Port Coquitlam

**PREPARED FOR:**

Alizada Family

**PREPARED BY:**

ABC Tree Men

March 25, 2020

Francis R. Klimo  
ISA Certified Arborist  
ISA Certified Tree Risk Assessor  
BC Wildlife Danger Tree Assessor

## **1.0 SCOPE OF WORK**

ABC Tree Men was contracted by Alizada Family to conduct and prepare a Tree assessment, Tree management plan, Tree Replacement Plan, and Arborist report for their proposed Duplex located at 2951 Coast Meridian Rd, Port Coquitlam. The objective of this report is to ensure the proposed development will be in compliance with the City of Port Coquitlam *"Tree Bylaw, 2019, No. 4108"* and *Best Management Practices*. We conducted our field inspections on March 25, 2020 at around 2:00pm. Our scope of work was to identify all key trees on/off-site, assess, document their condition, and recommend actions on removing or retaining the trees in question.

### **❖ 1.1 Limits of assignment**

- Our investigation is based solely on visual inspection of the trees on March 25, 2020 and the analysis of photos taken and tree diagnosis gathered during the inspection.
- Our inspection was conducted from ground level. We did not conduct soil tests or below grade root examination to assess the condition of the root system of the trees.
- We conducted a level 2 assessment.
- Sunny Spring day, no adverse weather conditions

### **❖ 1.2 Purpose and use of the report**

- Meet municipal criteria for Arborist report submissions and to provide documentation pertaining to on-site trees to supplement the proposed development for 2951 Coast Meridian Rd, Port Coquitlam.

## **2.0 SITE ANALYSIS**

Currently on the property there is an existing house situated on a 700 (Approx.) square meter lot. The existing house will be slated for demolition to make way for a new duplex and rear car garage.

A total of seven (7) trees were observed and examined on-site. The subject trees were located throughout the property. The majority of the trees identified on-site consisted of deciduous species located towards the back yard area and ranged from being in fair to good condition. Observing the site, the property is bounded by residential properties to north and south, with a laneway towards the east, and Meridian Road towards the front. The property is flat-lying without any significant grade differences.



Figure 1. Location of subject site— 2951 Coast Meridian Rd, Port Coquitlam

### **3.0 TREE ASSESMENT PROCESS**

Our tree inspection process is a systematic process for accurately identifying and cataloging trees. Using the site survey as a reference to their location and the proposed plans aiding in our suitability for retention assessment, we have produced accurate findings to our recommendations to ensure the use of proper tree protection during the construction phase and as applicable, prescribing tree removal recommendations. Our assessment of the on-site and off-site trees consists of gathering and documenting sizes (*DBH, Height, and Crown spread*), condition, species, location, growth form, and other site factors. The data collected will be documented into the inventory and will also aid in the selection for retention and or removal of the subject trees. In addition, accurate tree preservation measures could be implemented for the optimal retention and protection of trees throughout the duration of construction and up to the completion of the project.

- **3.1 Health and structure rating**

Basic Definition of general overall tree health, broken into five (5) defined categories with their corresponding suitability for retention split into three (3) categories:

- **Good** - A healthy, vigorous tree, reasonably free of disease, with good structure and form typical of the species. ***Suitable for retention.***
- **Fair to good** - Tree is growing well for its species. No overt or identifiable significant defects, and is well suited for retention. ***Suitable for retention.***
- **Fair** - Subject tree that has an average vigour for its species. Small amount of twig dieback, minor structural defects that could be corrected. ***Marginal for retention.***
- **Fair to poor** - A tree with moderate to poor vigor, moderate twig and small branch dieback, thinning of crown, poor leaf color, moderate structural defects that may affect its survival considering construction impacts. ***Marginal for retention.***
- **Poor** - A tree in decline, epicormics growth, extensive dieback of medium to large branches, significant structural defects that cannot be abated. And a tree in severe decline, dieback of scaffold branches and or trunk, mostly epicormic growth; extensive structural defects that cannot be abated. ***Unsuitable for retention***

### **4.0 SUMMARY OF FINDINGS**

On March 25 2020, ABC Tree Men conducted a site visit and visual inspection. A total of seven (7) trees have been identified on-site.

- Seven (7) trees were observed on-site,

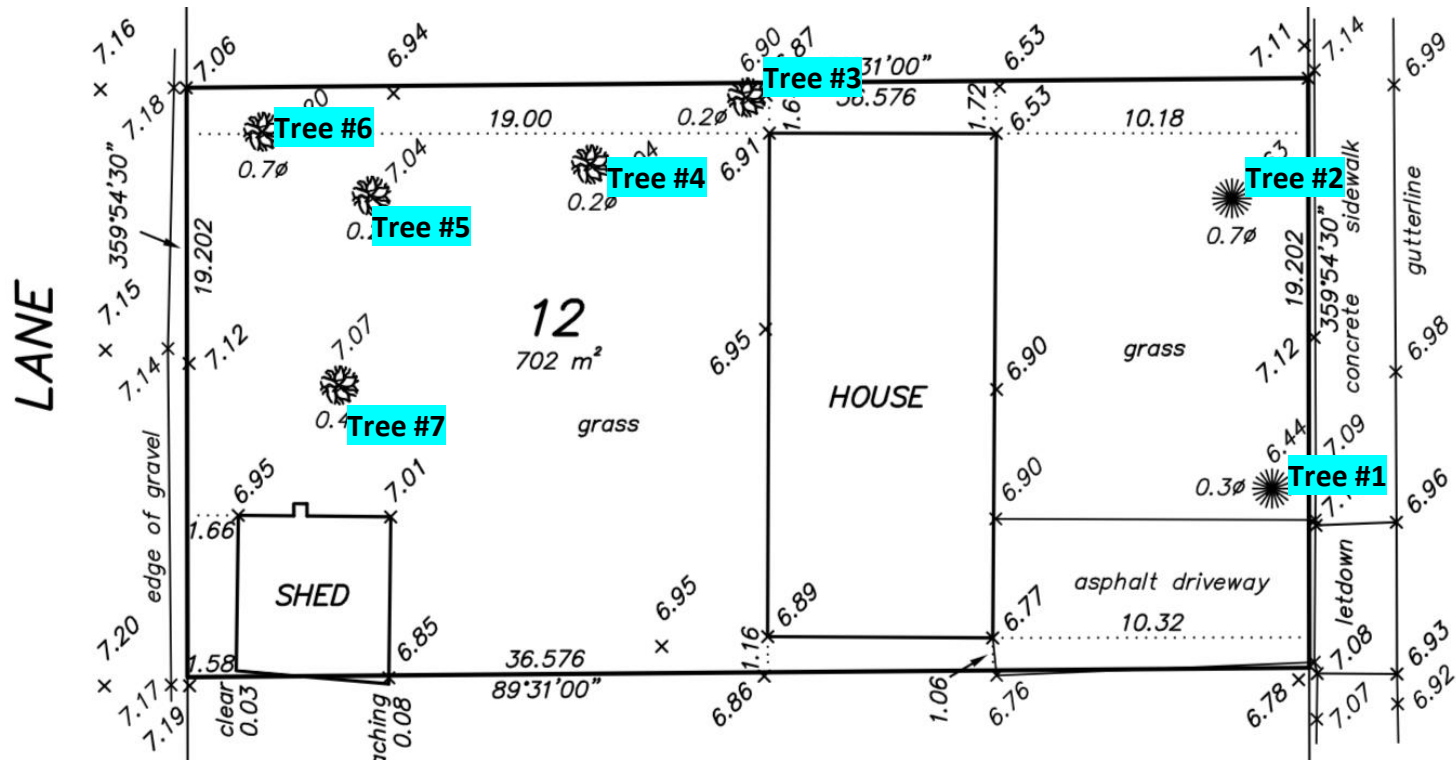
Overall, the subject trees range from being in fair to good condition. Four (4) of the subject trees identified on-site are located directly within construction zones with high disturbances requirements and have been selected for removal.

We observed six (6) types of species located on-site: Western redcedar, Spruce, Common lilac, Chestnut, Japanese maple, and Mountain ash.

DBH varies from 21cm to 65cm for trees identified on-site.

Of the seven (7) trees identified, the three (3) on-site trees will be retained using tree protection measures and the four (4) on-site trees are recommended for removal.



**5.0 SITE MAP**

COAST MERIDIAN ROAD

**6.0 TREE INVENTORY**

Table 1								
ABC TREE MEN								
March 25, 2020								
2951 Coast Meridian Rd, Port Coquitlam								
Tag #	Name	Species	DBH(cm)	Height (m)	Condition (rating)	Retain or Remove	Comments	TPZ (m)
1	Spruce	<i>Picea</i>	21	5	On-site tree situated towards the front of the lot. Topped at around 3m. The development of new tops examined. Situated within close proximity to a retaining wall and driveway. Developing within the hedge. Overall, subject tree is in fair to good condition.	Retain	Place tree protection barriers to protect trunk, roots, and structure.	1.3
2	Western redcedar	<i>Thuja plicata</i>	61/46	12	On-site tree situated towards the front of the lot. Multi stemmed base with a high live crown ratio. Each stems have developed into a single stemmed growth form. No other major defects and or signs of stress. Overall, subject tree is in fair to good condition.	Retain	Place tree protection barriers to protect trunk, roots, and structure.	5.0
3	Common lilac	<i>Syringa vulgaris</i>	15/8/4	4	On-site tree situated along the north P/L. Multi stemmed base with stems developing towards the neighboring property removed. Few stems appears to be dead and decaying. Overall, subject tree is in fair condition.	Remove	Removal is recommended due to conflicts with the proposed development.	1.7
4	Mountain ash	<i>Sorbus</i>	14/13/7	8	On-site tree situated towards the rear of the lot. Co dominant base. Large trunk wood. With observable decay towards the southern stem. Asymmetrical crown developing towards the east due to the previously removed tree. Overall, subject tree is in fair condition.	Remove	Removal is recommended due to conflicts with the proposed development.	2.1
5	Japanese maple	<i>Acer palmatum</i>	20	10	On-site tree situated towards the rear of the lot. Basal lean and the growth of its crown observed to be developing towards the south. One limb appears to be dead. No other major defects and or signs of stress. Overall, subject tree is in fair to good condition.	Remove	Removal is recommended due to conflicts with the proposed development.	1.2
6	Chestnut	<i>Castanea</i>	65	8	On-site tree situated towards the back corner of the lot. Co dominant at around 2m. Previously topped and the rapid and dense growth of new shoots examined. Crown appears to be healthy without any signs of stress. Overall, subject tree is in fair condition.	Retain	Place tree protection barriers to protect trunk, roots, and structure.	4.0
7	Japanese maple	<i>Acer palmatum</i>	12/14/11/13	7	On-site tree situated towards the back of the lot. Multi stemmed base. Open wounds observed from previous pruning cuts with observable deadwood and hollowed out structures. Sparseness of the crown towards the east examined. Overall, subject tree is in fair to poor condition.	Remove	Removal is recommended due to conflicts with the proposed development.	2.4



## **7.0 TREE RETENTION/REMOVAL RECOMMENDATIONS**

A total of seven (7) trees have been found on-site. All identified trees are protected by the City of Port Coquitlam Tree Bylaw. Based on the factors that include the pre-existing condition of the subject trees as detailed in the general observations, tree inventory, and the proposed development, trees are proposed to be treated as follows.

### **❖ Tree retention**

Pursuant to the *City of Port Coquitlam Tree Bylaw, 2005, No. 3474* the following trees are recommended for retention as detailed in the report and tree recommendations. Information regarding specific recommendations can be found in the *Tree retention plan recommendations above and section 9.0 Tree Protection barriers*.

- **Tree #1, #2, and #6** will be retained with tree protection measures implemented. Place barriers to specifications and leave during whole construction period and remove when the director has authorized its removal.
- The proposed service connections may encroach within the **TPZ of trees #1 and #2**. Shifting the service connections and/or conducting the connection process under Arborist supervision via Hydro Vac, manual excavation etc. will be required.
- The installation of the new parking pad will have to use the existing grade and an arborist supervising the installation within the **TPZ of tree #6** is recommended. The grade below will need to be undisturbed for the new surface to be placed on grade and is required to be constructed of pavers. A maximum removal of the existing granular layer of 10cm can be done in order to install the subgrade.
- The method of excavation for the garages foundation within the **TPZ of tree #6** will be done in a carefully coordinated effort under the direct guidance and supervision of an Arborist. If roots do come in contact during excavation light root pruning of severed and tangled roots should be hand pruned with loppers that are sterilized with alcohol or bleach to minimize the risk of transferring diseases and to promote new root development.

### **❖ Tree removal**

Pursuant to the *City of Port Coquitlam Tree Bylaw, 2005, No. 3474* the following trees are recommended for removal as per the following sections or as detailed in the report.

- **Trees #3, #4, #5, #6, and #7** are unsuitable for retention as the trees would be in direct conflict with the proposed development resulting in root loss, stability impacts resulting from excavation and related grading and development changes. As the proposed plans have yet to be planned, the removal recommendations are preliminary and are based on the proposed designs and setbacks

## 8.0 GENERAL OBSERVATIONS, RECOMMENDATIONS AND PHOTOS



Photo 1 - Facing towards on-site tree #1



Photo 2 - Facing towards on-site tree #2

**Species:** Spruce (*Picea*), Western redcedar (*Thuja plicata*)

**Tree#:** 1, 2

**Observations:** Trees #1 and #2 are both coniferous trees situated on-site towards the back of the lot. The DBH measures a co dominant 23/29cm for tree #1 and 33/49cm for tree #2. Tree #1 has an overall height of about 12m and tree #2 has an overall height of about 8m. A crown spread of about 6m was measured on both trees.

- Observing the overall structure of tree #1, it was observed to be topped at around 3m. The development of new tops examined. Situated within close proximity to a retaining wall and driveway. Developing within the hedge. Overall, subject tree is in fair to good condition.
- Tree #2 has a multi stemmed base with a low lying crown. Both of the stems have developed into a single stemmed growth form. Crown appears to be healthy with no other major defects and or signs of stress. Overall, subject tree is in fair to good condition.

**Recommendations:** Trees #1 and #2 will be retained. It is required to place tree protection barriers to protect its trunk, roots, and structure. Place barriers to drip line or to the measurements outlined in section 9.0.

The proposed service connections may encroach within the TPZ of trees #1 and #2. Shifting the service connections and or conducting the connection process under Arborist supervision via Hydro Vac, manual excavation etc. will be required.



**On-site trees #3 and #4 discussion**

**Photo 3 - Facing towards tree #3 and #4**

**Species:** Common lilac (*Syringa vulgaris*), Mountain ash (*Sorbus*)

**Tree#:** 3, 4

**Observations:** Trees #3 and #4 are located towards the back of the lot situated within the proposed building envelope. The DBH measures a combined 27cm for tree #3 a combined 34cm for tree #4. An overall height of about 4m to 8m and a crown spread of 3m to 6m was measured.

- ❖ Observing the overall structure, a multi stemmed base with stems developing towards the neighboring property removed. Few stems appears to be dead and decaying. Overall, subject tree is in fair condition.
- ❖ Tree #4 has a co dominant base with a large trunk wood along its base. With observable decay towards the southern stem. An asymmetrical crown developing towards the east due to the previously removed tree was observed. Overall, subject tree is in fair condition.

**Recommendations:** Trees #3 and #4 will be in direct conflict with the proposed development, and falls within or is in direct conflict with the proposed building footprint & within zone of heaviest construction & excavation activity. Removal is recommended.

### On-site trees #5, #6, and #7 discussion



Photo 4 - Facing towards the back trees #5, #6, and #7

**Species:** Chestnut (*Castanea*), Japanese maple (*Acer palmatum*)

**Tree#:** 5, 6, 7

**Observations:** The subject trees are situated towards the back of the property. The trees consist of two (2) Japanese maples and one (1) Chestnut. Their DBH measures between 20cm to 65cm and with an overall height of about 7m to 10m.

- Observing the two (2) Japanese maples, a basal lean and the growth of its crown observed to be developing towards the south was examined on tree #5. One limb appears to be dead. No other major defects and or signs of stress. Overall, subject tree is in fair to good condition. The other Japanese maple, Tree #7, has a multi stemmed base with open wounds observed from previous pruning cuts with observable deadwood and hollowed out structures. Sparseness of the crown towards the east examined. Overall, subject tree is in fair to poor condition.
- The Chestnut tree is situated further towards the north western corner of the lot. The structure is co dominant at around 2m with a previously topped growth form. The rapid and dense growth of new shoots was examined. Crown appears to be healthy without any significant signs of stress and or defects. Overall, subject tree is in fair condition.

**Recommendations:** Trees #5 and #7 will be in direct conflict with the proposed development, and falls within or is in direct conflict with the proposed building footprint & within zone of heaviest construction & excavation activity. Removal is recommended.

Trees #6 will be retained. It is required for tree protection barriers to be placed to protect its trunk, roots, and structure. Place barriers to drip line and as a group or to measurements outlined in section 9.0. Please see discussion on pg. 10.



**On-site tree #6 parking pad and garage discussion**

Photo 5 - Facing towards the existing parking area of tree #6

**Species:** Chestnut (*Castanea*)

**Tree#:** 6

**Observations:** The area of the proposed excavation line & parking pad has been previously used as a parking surface as supported by the light layer of a granular surface absorbed by the soil and its compacted surface. The soil condition is compacted creating an unfavorable condition for larger critical roots to develop extensively. During excavation for the foundations of the garage and the placement the parking pad, significant impacts to its overall health, roots, and or structure should not be of concern.

**Recommendations:** Trees #6 will be retained with the placement of tree protection barriers to protect its trunk, roots, and structure. Barriers are required to be placed to the drip line or to measurements outlined in section 9.0.

❖ **Method for placement of the proposed parking pad within TPZ of tree #6**

The installation of the new parking pad will have to use the existing grade and an arborist supervising the installation within the TPZ is recommended. The grade below will need to be undisturbed for the new surface to be placed on grade and is required to be constructed of pavers. A maximum removal of the existing granular layer of 10cm can be done in order to install the subgrade. Overall, no concerns can be made if the proposed methodology is prescribed and is followed.

❖ **Method of excavation for the garage within the TPZ of tree #6**

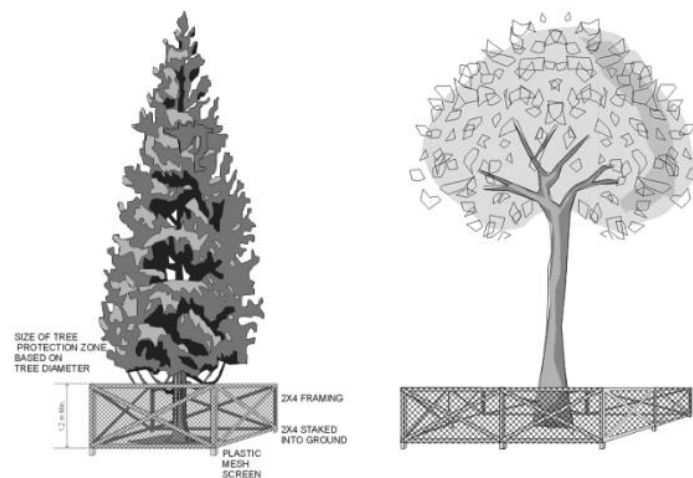
The method of excavation for the garage foundation within the TPZ of tree #6 will be done in a carefully coordinated effort under the direct guidance and supervision of an Arborist. If roots do come in contact during excavation light root pruning of severed and tangled roots should be hand pruned with loppers that are sterilized with alcohol or bleach to minimize the risk of transferring diseases and to promote new root development. No major concern can be examined if the proposed methodology is followed.

## 9.0 TREE PROTECTION BARRIER

Tree protection barrier summary		
Tree number (species)	DBH(cm)	Minimum tree protection barrier Radial span (m)
1	21	1.3
2	61/46	5.0
6	65	4.0

All trees identified above will require tree protection barriers to protect and prevent the tree trunk, branches and roots being damaged by any construction activities/operations. Prior to any construction activity on site, tree protection fences must be constructed at the specified distance from the tree trunks. The protection barrier or temporary fencing must be at least 1.2 m in height and constructed of 2 by 4 lumber with orange plastic mesh screening. Structure must be sturdy with vertical posts driven firmly into the ground. This must be constructed prior to excavation or construction and remain intact throughout the entire period of construction. Further standards for fencing construction can be found at: City of Port Coquitlam *"Tree Bylaw, 2019, No. 4108"*.

Page -3-



## 10.0 TREE REPLACEMENT PLAN

Outlined in the City of Port Coquitlam *"Tree Bylaw, 2019, No. 4108"* replacement trees will be needed to be planted for every protected tree being removed depending on lot size. According to the bylaw a replacement of one (1) tree will be needed based on one (1) tree being removed. A total of four (4) trees will be required to be planted on-site as four 4 bylaw sized trees will be removed. Any of the trees outlined in the table below could be planted as long as the measurements requirements are in place.

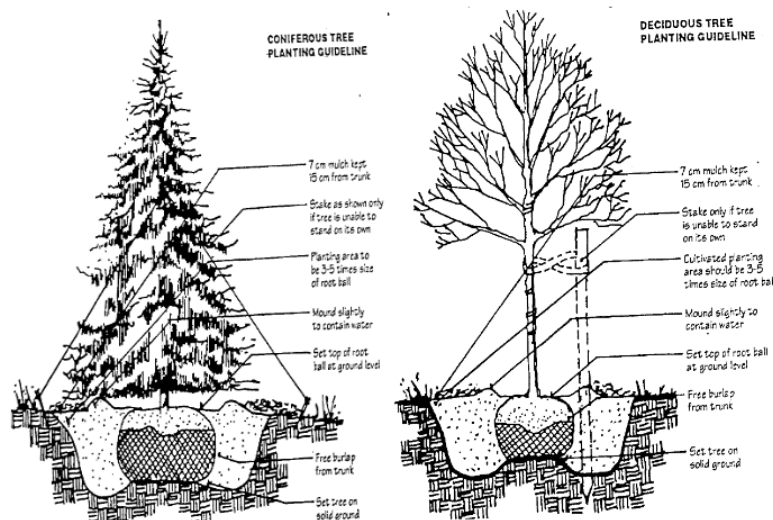
It is important to locate your new plantings in accordance with the species' growing habits or tendencies. It is crucial to avoid planting your trees alongside buildings in which root ingress into drainage systems can occur and this can result in costly remedial work, also it is good practice not to plant your tall growing trees under power lines or utility lines as this can lead to pruning that may grossly adulterate the overall form or shape of the tree. Planting trees in the right location is the key to sustaining a balanced urban forest.

## ABC TREE MEN

The proposed replacement trees will need to be a minimum 6cm in caliper size (*trunk width measured at 15 centimetres above the ground*) or 3.5 metres height at the time of planting. At least one metre away from any site boundary, any accessory building or any other structure on or adjacent to the site that may adversely affect the tree, and at least 3.0 metres away from any principle building, and; at least 2.5 metres away from any other tree on or adjacent to the site.

Tree replacement plan		
Planting(s) should be scheduled for the late winter/ early spring or early fall		
Quantity	Name	Species
2	Amur Maple	<i>Acer ginnala</i>
2	Colorado spruce	<i>Picea pungens</i>

Please see map for location Note: Planting cannot be within 3 meters of another significant tree



### 10.1 TREE REPLACEMENT PLAN RECOMMENDATIONS

Based on the factors that include the existing condition of the trees as detailed in the tree inventory list, the general observations as noted above, and our recommendations, trees are proposed to be treated as follows.

- **Planting techniques:** Ideally when digging a planting hole it should be at least two to three times the width of the root ball at the base. If the root ball is burlaped remove the top and upper side portions. In very compacted clay landscape soils, widening the planting hole to five times the width of the soil ball will be recommended. If the sides of the planting hole are glazed breaking up the surface would be beneficial. When backfilling use the same soil that was removed from the planting hole.
- **Water demands:** Proper watering is the key to survival of newly planted trees. If water is excessively soaked into the planting hole it displaces soil oxygen and results in transplant death. Watering should be done as follows, after backfilling water to moisten the soil to 1 foot deep. This amount of water is 1 to 1.5 inches on a light, sand soil and 2 to 2.5 inches on a heavy, clay soil. Water should be gently soaked into the root ball.



- **Fertilizing:** Fertilizing is neither recommended nor necessary since the root system of a newly planted tree is limited. If fertilizer is used a slow release nitrogen fertilizer is suggested.
- **Mulching:** One of the simplest and least expensive things that can be done to help trees survive there new location would be to apply 2 to 4 inches of organic mulch. The radius in which to spread the mulch would depend on the trees size. For example a tree with a caliper of 1 to 2 inches a circle of mulch of at least 6 feet would be recommended. It is crucial to not to place mulch against the stem of the tree as this will increase the chance of bacterial and fungal infections.
- **Tree stabilization:** Tree stabilizing of newly planted trees is not always necessary. Usually it can have a negative effect on trunk taper and produce less roots for anchorage. Tree stabilization could be used on trees that do need support and on windy sites. A common method is to use two stakes and attach a material that is smooth non-abrasive and somewhat elastic as low along the trunk as is practical while still providing necessary support.

### **11.0 CONCLUSIONS**

Based on our findings, a total of seven (7) trees have been identified on-site. A total of three (3) on-site trees will be retained and protected with tree protection barriers implemented and four (4) on-site trees are recommended for removal as due to conflicts with the proposed service connections and other related construction requirements.

Thank you for choosing ABC Tree Men. Any further questions can be forwarded to Francis Klimo at (604)358-5562

Regards,



Francis R. Klimo

ISA Certified Arborist #PN-8149A

ISA Certified Tree Risk Assessor (TRAQ)

BC Wildlife Danger Tree Assessor #7193

## Coach House Development Permit Application – 3771 Somerset Street

### RECOMMENDATION:

That Committee of Council approve Development Permit DP000422 to regulate a coach house development at 3771 Somerset Street.

### REPORT SUMMARY

This report describes a proposed coach house to be located at 3771 Somerset Street. The application complies with the City's guidelines and regulations and is recommended for approval.

### BACKGROUND

A two-bedroom, two-storey coach house is proposed to be developed on a large lot with an existing single residential house in a predominately single residential neighbourhood. The coach house is located at the rear of the lot and is accessed via the rear lane. Parking for the coach house will be provided within the two car garage on the first floor of the building.

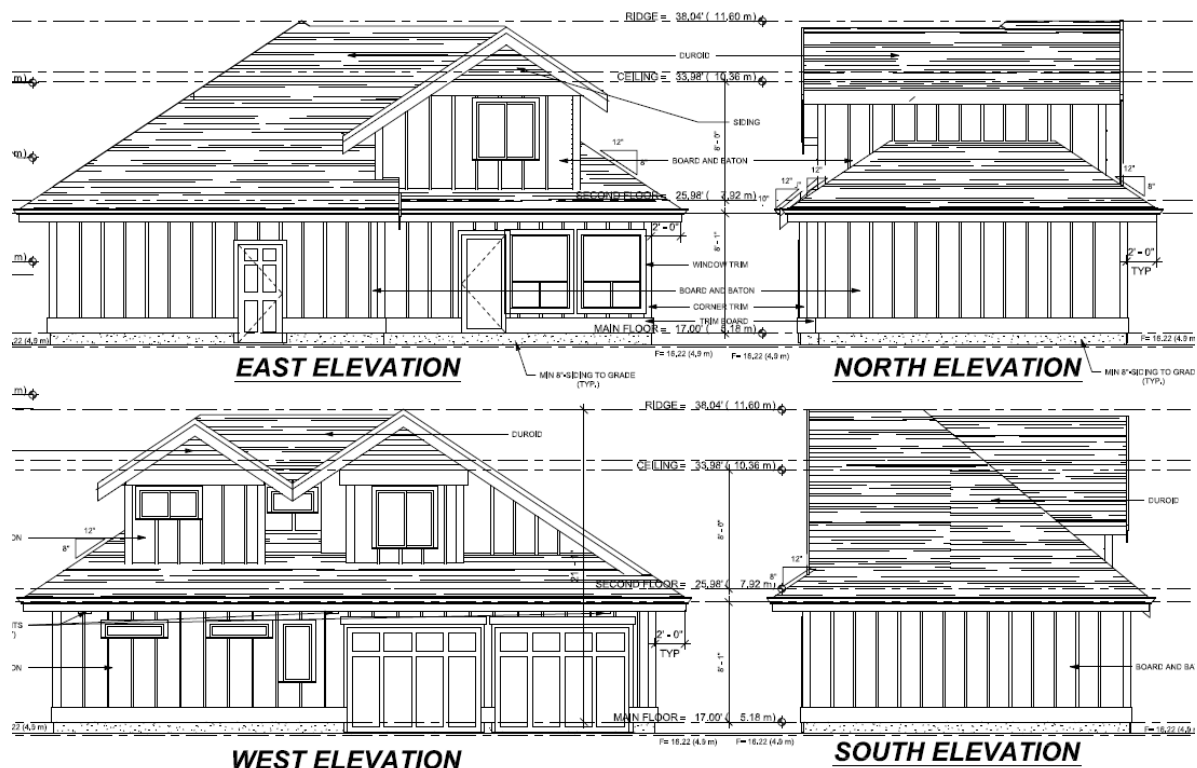


The attached summary sheet describes and illustrates how the application conforms to Zoning Bylaw regulations and Official Community Plan design landscaping, and environmental conservation guidelines.

## DISCUSSION

The floor area of the second storey is integrated within a sloping roof and articulated with three dormers. Several windows on the east (lane) and west (interior yard) elevations promotes more natural light to the living areas within the coach house. Parking for the coach house is provided inside the double car garage that forms part of the first floor of the building. A third uncovered parking stall is located to the side of the coach house.

The existing principal dwelling is a 1970's single storey rancher home, while the proposed coach house design is proposed in a more modern architectural style. The owners advise that the existing house will soon be demolished and a permit will be applied for to build a new house. The design of the new house and the coach house are proposed to be coordinated in terms of design, materials (Hardi board and vinyl), and colour coordinated (main colour of linen (off white) with black accent colours).



Proposed landscaping includes two existing cedar trees to be retained and two additional paper birch trees will be planted on site between the house and the coach house. The coach house is further separated from the adjacent property to the north and south by a 6' high cedar fence.

The proposal conforms to Zoning Bylaw regulations and meets Development Permit guidelines; staff recommend approval.

## FINANCIAL IMPLICATIONS


None.

### **PUBLIC CONSULTATION**

A development sign was posted on site at the time of application, and the owners/residents of adjoining properties have been notified of their opportunity to comment on the application at the Committee of Council meeting.

The applicants advise that, prior to applying for the Development Permit, they consulted with their immediate neighbours and no concerns were raised regarding their proposed coach house development. To date, staff have not received any feedback from surrounding residents.

### **OPTIONS**

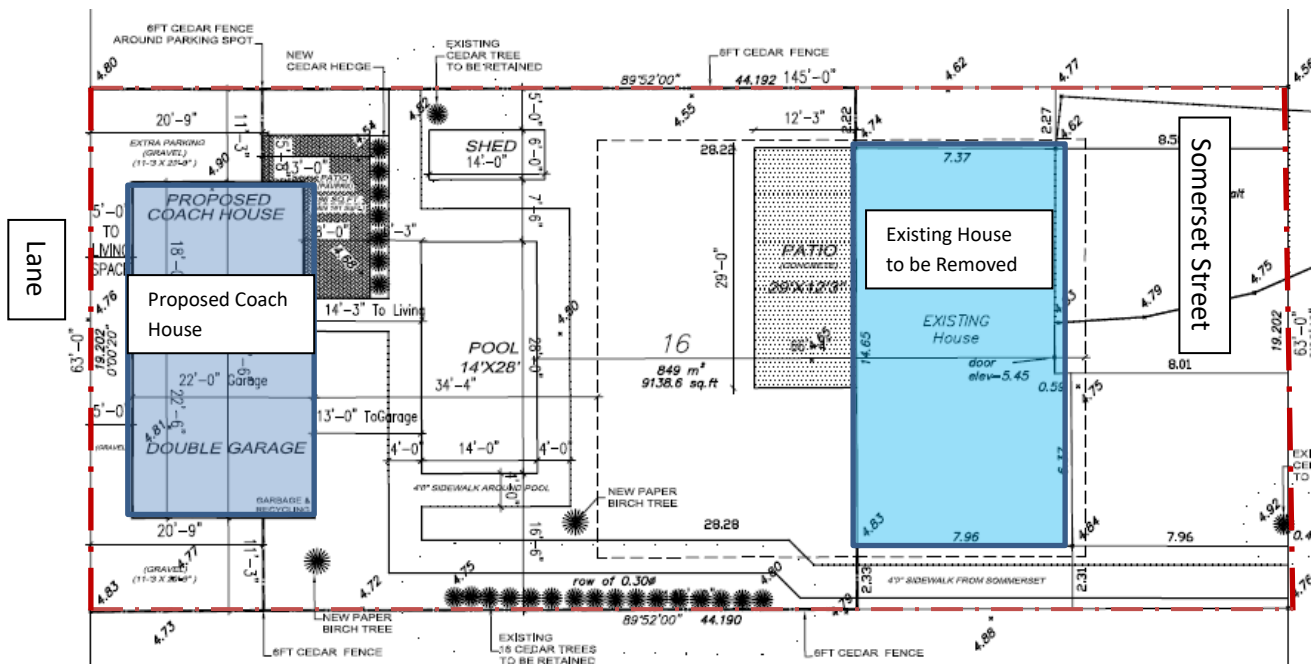
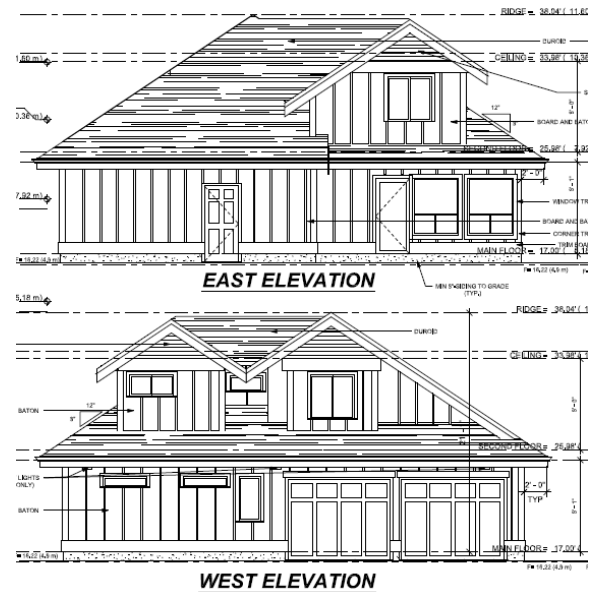
#	Description
1 	Approve issuance of Development Permit DP000422
2	Request amendments to the application or additional information prior to a decision
3	Refuse to approve Development Permit DP000422, if Committee is of the opinion that the proposal does not comply with the OCP objectives and design guidelines. Pursuant to the Delegation Bylaw, the applicant may appeal the decision to Council

### **ATTACHMENTS**

Attachment #1: Coach House Summary Sheet

Attachment #2: Draft Development Permit with Drawings Appended and Schedule A

## Coach House Summary Sheet – 3771 Somerset Street



### Summary of Compliance with OCP Objectives & Guidelines

Guideline <sup>1</sup>	Evaluation
Scale secondary or accessory to principal dwelling	The coach house and garage are smaller than the future principal dwelling proposed for the site.
Design compatibility with principal dwelling	The coach house will be fully coordinated with the new principal dwelling in terms of design and materials and colours.
Design promotes natural lighting and visual privacy between adjoining properties	Large windows in the living area are screened by the placement of a 6 foot cedar fence and cedar shrubs planted between the coach house and the principal dwelling.
Landscaped path to connect to street	Path connects from the coach house to the street
There are at least two trees on the lot	There are two existing trees on the site as well as cedar shrubs located throughout the property. An additional two trees will be planted in the rear yard between the coach house and the existing house.
Garbage/recycling space is provided	Enclosed within the garage
Environmental conservation components	High efficiency appliances, low-flow toilets, Energy Star rated windows, and drought tolerant landscaping

### Summary of Compliance with Zoning Bylaw Regulations

	Regulation <sup>2</sup>	Proposed <sup>3</sup>	Comments/Variations
Maximum coach house size	70m <sup>2</sup> (753.5ft <sup>2</sup> )	70m <sup>2</sup> (753ft <sup>2</sup> )	The lot is sufficiently large to allow for a conforming coach house.
Minimum lot size for secondary suite and coach house	740m <sup>2</sup> (7965.3 ft <sup>2</sup> )	849m <sup>2</sup> (9139 ft <sup>2</sup> )	No suite is proposed but could be accommodated within the future principal dwelling.
Building height	Up to 8.5 m	6.5 m (21.3ft)	
Coach house siting:			
Distance between coach house and principal dwelling	6 m	10.36 m 19.8 m	Distance to proposed new house. Distance to existing house.
Setback from rear	1.2 m	1.52 m	
Setback from interior property line (south)	1.8 m	3.35 m	
Setback from interior property line (north)	1.8 m	3.35 m	
Private open space area	15m <sup>2</sup>	17.2m <sup>2</sup> (186ft <sup>2</sup> )	Patio provided outside of main entry to coach house
Lot coverage	40%	22%	Using Existing House
Impervious surface area	65%	49%	Includes proposed pool
On-site parking	1 space	2 spaces in double car garage (attached) + 1 uncovered	The garage under the coach house provides 2 parking stalls plus 1 uncovered stall beside the coach house.

<sup>1</sup> Please refer to the Official Community Plan for complete objectives and guidelines applicable to coach houses.

<sup>2</sup> Please refer to the Zoning Bylaw for complete regulations applicable to a coach house in the RS1 Zone.

<sup>3</sup> Information provided by the applicant; this information would be confirmed in issuance of a building permit.

THE CORPORATION OF THE CITY OF PORT COQUITLAM

“DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849”

DEVELOPMENT PERMIT

NO. DP000422

Issued to: BRADEN SMITH and KAYLA VANTRIET and BYRON VANTRIET  
(Owner as defined in the Local Government Act,  
hereinafter referred to as the Permittee)

Address: 3771 Somerset Street, Port Coquitlam BC V3B 3G1

1. This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this Permit.
2. This Development Permit applies to and only to those lands within the Municipality described below, and any and all buildings, structures and other development thereon:

Address: 3771 Somerset Street, Port Coquitlam, BC V3B 3G1  
Legal Description: LOT 16, SECTION 7, TOWNSHIP 40, NEW  
WESTMINSTER DISTRICT, PLAN 20776  
P.I.D.: 000-929-701

3. The above property has been designated as a Development Permit Area under Section 9.0 – Development Permit Area in the “Official Community Plan Bylaw, 2013, No. 3838”.
4. “Port Coquitlam Zoning Bylaw, 2008, No. 3630” is varied or supplemented as follows:
  - a. The form and character of the coach house building, including the siting, height and general design, and landscaping shall be as shown on drawings numbered DP000422(1) to DP000422(3) which are attached hereto and form part of this permit.
  - b. The building and landscaping shall provide the energy conservation, water conservation and GHG emission reduction elements as shown on Schedule A to the drawings which are attached hereto and form part of this permit.
5. The following standards for landscaping are imposed:



- (a) All landscaping works and planting materials shall be provided in accordance with the landscaping plan and specifications thereon, which forms part of this permit and is attached hereto as Drawing Number DP000422(1).

6. Landscape Security

- (a) As a condition of the issuance of this permit, the security set out below is held by the Municipality prior to the issuance of a building permit to ensure satisfactory provision of landscaping in accordance with the terms and conditions as set forth in Clause 5 above. There is filed accordingly an irrevocable Letter of Credit or cash security in the amount \$2,500.00 for the purpose of landscaping.
- (b) Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. A condition of the posing of the security is that should the Permittee fail to carry out the works or services as hereinabove stated, according to the terms and conditions of this permit within the time provided, the Municipality may use the security to complete these works or services by its servants, agents or contractors, and any surplus shall be paid over to the Permittee.
- (c) The Permittee shall complete the landscaping works required by this permit within six months of the final inspection for the coach house. Within the six month period, the required landscaping must be installed by the Permittee, and inspected and approved by the Municipality.

If the landscaping is not approved within the six month period, the Municipality has the option of continuing to hold the security until the required landscaping is completed or has the option of drawing the security and using the funds to complete the required landscaping. In such a case, the Municipality or its agents have the irrevocable right to enter into the property to undertake the required landscaping for which the security was submitted.

- (d) Should the Permittee carry out the works and services permitted by this permit within the time set out above, the security shall be returned to the Permittee. Should the Permittee fail to remedy any aspect of the landscaping not in accordance with the approved plan, the Municipality may deduct the cost of remedying the defect from the said deposit and recoup additional costs from the Permittee if necessary.
- 7. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit and any plans and specifications attached to this permit, which shall form a part hereof.
  - 8. This permit shall lapse if the Permittee does not substantially commence the construction permitted by this permit within two years of the (issuance) date of this permit.



9. The terms of this permit or any amendment to it, are binding on all persons who acquire an interest in the land affected by this permit.
10. This permit is not a building permit.

ISSUED BY THE COMMITTEE OF COUNCIL THE \_\_\_\_ DAY OF \_\_\_\_\_,  
2020.

SIGNED THIS \_\_\_\_ DAY \_\_\_\_\_, 2020.

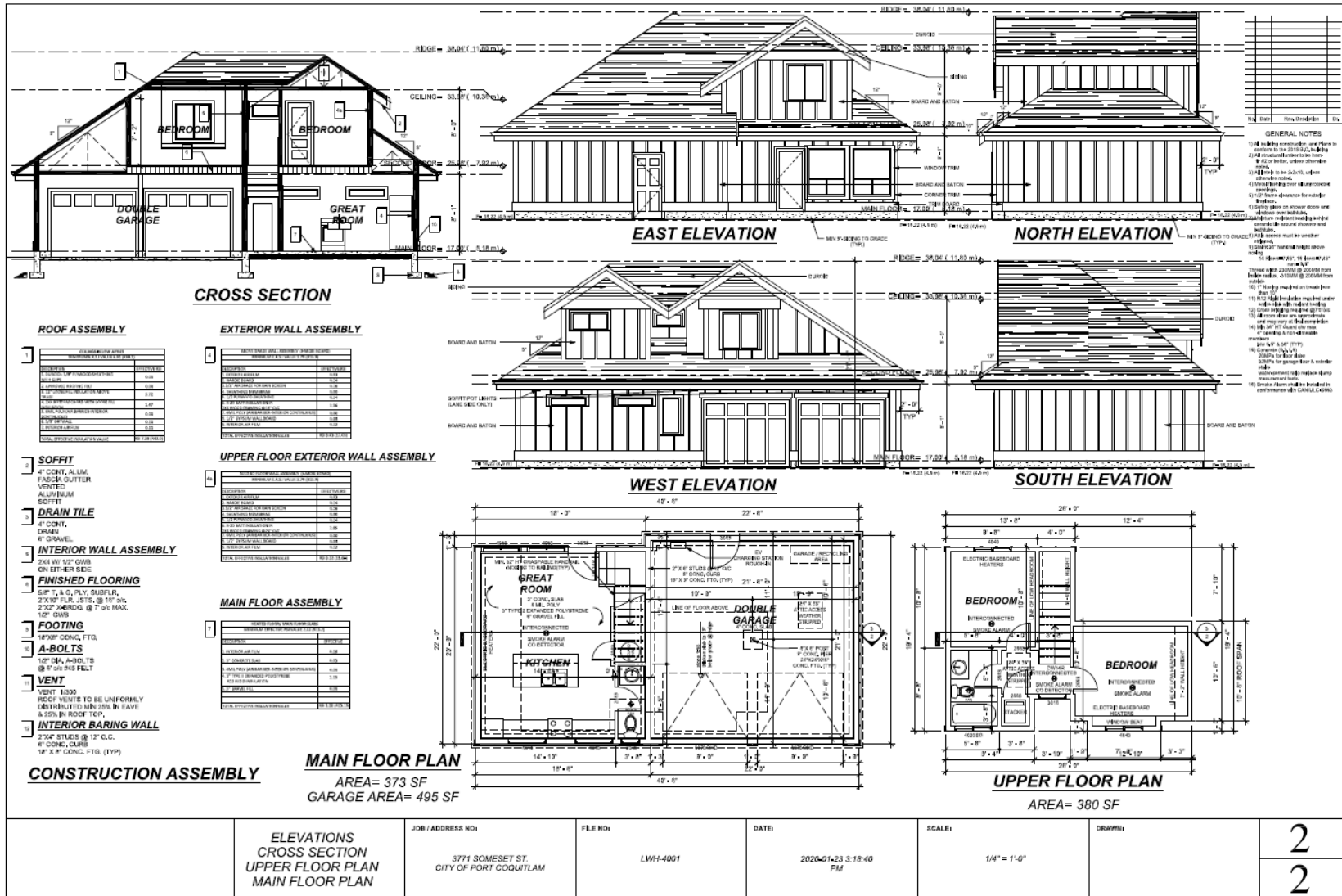
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE TERMS AND  
CONDITIONS UPON WHICH THIS PERMIT IS ISSUED.

\_\_\_\_\_  
Applicant (or Authorized Agent or  
Representative of Applicant)





EXTERIOR FINISH SCHEDULE - 3771 SOMERSET ST. COACH HOUSE DEVELOPMENT PERMIT		
Description	Material	Colour
Board & Baton	Vinyl Siding	Linen
Siding	Hardie Board	Linen
Trim (Doors, Windows, Corners, Fascia, etc.)	Comb Faced Wood	Linen
Window Frames	Vinyl	Black
Gutters & Downspouts	Aluminum	Black
Roofing	Duroid	Black
Garage Overhead Door	Insulated Steel	White

DP000422(3)

## Schedule A

### Energy Conservation:

Conservation Measure	Verification Method
Installation of high efficiency furnace	BP stage; written confirmation by applicant along with staff review of BP submission
Use of LED light fixtures	BP stage; written confirmation by applicant along with staff review of BP submission
Installation of solar panels for heating the proposed pool	BP stage; written confirmation by applicant along with staff review of BP submission

### Water conservation:

Conservation Measure	Verification Method
Drought resistant planting including the minimization of high water use lawn	DP and BP stage; staff review of building plans

### GHG Reduction:

Conservation Measure	Verification Method
Use of locally sourced materials such as wood and concrete for building materials	BP stage; written confirmation by applicant along with staff review of BP submission

per OCP Sec. 9.11 Environmental Conservation DPA designation

## Lisa Graham

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**From:** Lisa Grant  
**Sent:** Monday, April 20, 2020 8:45 AM  
**To:** Public Hearings  
**Cc:** Jennifer Little; Natalie Coburn  
**Subject:** FW: coach house

*Lisa Grant  
Director of Development Services  
City of Port Coquitlam*

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**From:** [REDACTED]  
**Sent:** Sunday, April 19, 2020 11:05 AM  
**To:** Lisa Grant  
**Subject:** coach house

Hello,

We are the owners and residents of [REDACTED] Somerset street Poco , [REDACTED]. We are the neighbours directly [REDACTED] to 3771 Somerset street and we support the proposed coach house build to be located at 3771 Somerset street.

[REDACTED]

Sent from [Mail](#) for Windows 10



April 16/2020

Regarding coach houses permits:-

This is the first information I have received from City Hall of the coach houses permit allowed on the back lanes of people property. Already they have started the project on Somerset Street and already the kids are using the back lane as a play ground. I think you have given out permits for these coach houses so I don't think you are given us to vote on this at all. I'm not very happy about this as now the back lane are having all this traffic and noise. I've lived in my house for [REDACTED] years and have paid the city taxes and should have a say on this subject. Our back lanes are suppose to be kept clear of traffic with no cars parked blocking the way in and out.

Yes I do have a lot to say about this  
and I really wonder if it will do  
me any good at this point of time.  
A lot of seniors live in this area  
and I feel your trying to move  
[REDACTED] out.

What a shame that would be as  
[REDACTED] the ones who helped to build  
up this area.

Sincerely  
[REDACTED]

[REDACTED]  
2004172001



CANADA

3715 V7B



Lisa Grant  
Director of Development Services  
2580 Shaughnessy Street  
Port Coquitlam, B.C.  
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